



CANNON BUILDING  
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**BOARD OF FUNERAL SERVICES**

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MEETING MINUTES:	<b>BOARD OF FUNERAL SERVICES</b>
DATE AND TIME:	<b>November 27, 2018 at 10:00 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room B</b> , second floor of the Cannon Building
MINUTES FOR APPROVAL:	

**MEMBERS PRESENT**

S. Keith Parsell, Professional Member, President  
Harvey Smith, Jr., Professional Member  
Nicholas Picollelli, Professional Member  
Jane Hovington, Public Member  
Weston "Pete" Nellius, Public Member  
Vance Daniels, Public Member

**MEMBERS ABSENT**

Bill Torbert, Professional Member

**DIVISION STAFF**

Eileen Kelly, Deputy Attorney General  
Meredith Hurley, Administrative Specialist II  
Mary Veenema, Administrative Specialist II

**PUBLIC PRESENT**

N. Christopher Griffiths  
Joshua Schowenberg  
Claire Krien Reynolds  
Maureen Krien  
William T Krien  
Thomas Melvin  
Crystal Johnson  
Michael Platt  
Edward Conway  
R.E. Williams, Sr.

**CALL TO ORDER**

Mr. Parsell called the meeting to order at 10:00 a.m.

**REVIEW AND APPROVAL OF MINUTES**

**Meeting Minutes – September 25, 2018**

Mr. Smith moved, seconded by Ms. Hovington, to approve the September 25, 2018 meeting minutes as written. By unanimous vote, the motion carried.

**UNFINISHED BUSINESS**

Review of Title 16 Chapter 4204- Care and Transportation of the Dead  
Tabled to next meeting

## **NEW BUSINESS**

### Election of Officers

Ms. Hovington nominated Harvey Smith, Jr. as Secretary, Mr. Smith accepted the nomination, Mr. Picollelli seconded, the motion carried unanimously.

Mr. Smith nominated Nicholas Picollelli as President; Mr. Picollelli accepted the nomination, Mr. Weston Seconded, the motion carried unanimously.

### 2019 Meeting Schedule

Approved by the Board

### Report of Chief Hearing Officer

Mr. Griffiths addressed the board in connection with Ms. Crystal Johnson and Michael Platt regarding The Conference invalidating their test scores.

Mr. Schowenberg addressed the Board on behalf of Ms. Johnson and Mr. Platt to speak on their character and unblemished records.

The Board went in deliberations at 10:32 AM, 10:38 AM the board made a decision.

Mr. Picollelli moved, seconded by, Mr. Daniels for no action to be taken against the licenses of Ms. Johnson and Mr. Platt. The motion carried unanimously.

### Introduction of new Board Member

Mr. Parcell introduced Mr. Vance Daniels as the new public Board member.

### Review of applications for Funeral Director Licensure

Mr. Picollelli moved, seconded by Mr. Weston, to approve the Application for Funeral Director Licensure for Ronald Prioleau by reciprocity contingent upon passing the LRR. The motion carried unanimously.

Mr. Smith moved, seconded by Mr. Picollelli, to approve the Application for Funeral Director Licensure for Maureen Krienen contingent upon passing the LRR. The motion carried unanimously.

Mr. Picollelli moved, seconded by Mr. Smith, to approve the Application for Funeral Director Licensure for Kim Tucker, license pending upon submitting amended list of quarterly embalming reports and passing the LRR. The motion carried unanimously

Mr. Picollelli moved, seconded by Mr. Daniels, to accept the embalming reports of Benzena Rogers. The motion carried unanimously.

Mr. Smith made a motion, seconded by Mr. Weston to Application for Funeral Director Licensure for Benzena Rogers contingent upon passing the LRR. The motion carried unanimously.

Mr. Weston moved, seconded by Mr. Picollelli to approve the Application for Funeral Director Licensure for Danielle Wilke, reciprocity contingent upon passing the LLR. The motion carried unanimously.

### Review of Applications for Continuing Education Approval

Ms. Hovington moved, seconded by Mr. Picoelli to accept The Conference-115<sup>th</sup> Annual meeting as approved continuing education for those that attend the meeting. The motion carried unanimously.

#### Review of Funeral Resident Intern Licenses

Mr. Picollelli moved, seconded by Mr. Weston, to accept the embalming records for Jewel Tatuem. The motion carried unanimously.

#### Ratification of Licensure

Mr. Smith moved, seconded by Mr. Picollelli, to ratify the Application for Funeral Director - Limited for Heather Davidson. The motion carried unanimously.

#### Ratification of Resident Intern

Mr. Weston moved, seconded by Mr. Picollelli, to ratify the Application of Katie Albano for resident intern. The motion carried unanimously.

#### Discussion of Continuing Education Requirements

Tabled to Next meeting

#### **CORRESPONDENCE**

None

#### **OTHER BUSINESS BEFORE THE BOARD (For discussion only)**

Ms. Hurley questioned the board in regards to quarterly reports, services and arrangements, should the interns be required to report on those items. Mr. Parcell suggested that this be added to the agenda for the next meeting as a discussion.

#### **PUBLIC COMMENT**

Mr. Melvin thanked the board for the decisions regarding Ms. Johnson and Mr. Platt and for all the Board does for the profession.

#### **NEXT MEETING**

The next Board meeting is scheduled for Tuesday, January 22, 2019, at 10:00 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

#### **ADJOURNMENT**

There being no further business before the Board, Mr. Parcell moved, seconded by Mr. Picollelli, to adjourn the meeting at 11:10 AM. By unanimous vote, the motion carried.

Respectfully Submitted,



Administrative Specialist II